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Mr. Baird
LI 15-3-1-2
TLO meeting
DD/P

MINUTES

TRAINING OFFICERS MEETING

Thursday
22 Apr 54

Document No. 14

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S (C)

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 1 Feb 78 By: 82

Attendance:

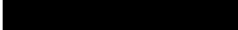
Mr. Baird, D/TR

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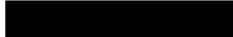

1. Interest in Specialized Courses Conducted

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 announced that unless the cadre committee comes up with a definitive requirement for continuation of these programs, it will probably be necessary to abolish these courses in their present form with the exception of a possible single offering each year. However, the basic courses currently constituting 13 weeks of training will be expanded as time goes on, including significant elements of these programs as well as an extension of time for principal elements of the basic courses as they now exist. No immediate action will be taken on this plan; however, the Clandestine Services Training Committee will be kept advised of developments.

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2. Waivers and Exemptions

Mr. Baird asked for an explanation of the procedures followed by the Clandestine Services in granting waivers and exemptions, and specifically what record was kept of such action.  explained in detail the procedures which were followed, indicating that the Registrar, OTR, received one copy of all approved waivers or exemptions for courses prescribed by Clandestine Services Instructions. In the discussion of this topic it was indicated that perhaps the Registrar had not been consistently advised when waivers or exemptions had been granted by some of the principal staffs; however, in the future the Office of Training Registrar would be on the distribution list for notification of such action. The question was also discussed as to whether the Chairman, Clandestine Services Training Committee, would continue to serve as a channel for waivers and exemptions for DD/P Admin personnel and it was agreed that for the time being the DD/P Admin Training Officer,  should continue to submit such actions through the Chairman, CS Training Committee. 

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reiterated the fact that testing was conducted each Friday and that both he and [REDACTED] emphasized the desirability of scheduling waiver tests sufficiently in advance to permit the test results to be reviewed when a waiver or exemption was in question.

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3. Investigative Techniques Course

Mr. Baird announced that [REDACTED] had reported for duty and would immediately examine the problems of investigative techniques training and inform the Director of Training of his findings.

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4. Rotation of Chairmanship, Clandestine Services Training Committee

Mr. Baird announced that [REDACTED] would serve as the new Chairman of the CS Training Committee and [REDACTED] suggested that he would like to have included in the agenda two weeks hence suggestions as to how this Committee can serve the mutual interests of the DD/P and the Office of Training. It was also suggested that the Office of Training be provided with a schedule of attendance of division training officers; that the DD/P Admin Training Officer be invited to attend all meetings of the Committee; and that all representatives be afforded the opportunity to submit items for the agenda.

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5. Chart of Long-Term Schedule

The EE Training Officer queried the publication of a chart for the new long-term schedule suitable for dissemination to overseas stations. [REDACTED] stated that his Staff would immediately undertake to prepare such a chart and a covering memorandum for transmission to the field. [REDACTED] stated that CFA, RO, SAB, EE and S/B should clearly be indicated as tentatively scheduled, subject to change or cancellation if minimum requirements were not forthcoming.

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6. [REDACTED] raised a question on the 6-week gap between the BIC #9 and #10. Mr. Baird and [REDACTED] both pointed out that this interim period had been purposely scheduled in order to permit vacations and military leave.

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7. Extension Course Training

[REDACTED] indicated that a memorandum was on the way to D/TR requesting a program of self-study for senior personnel who have been, by virtue of their current responsibilities, unable to leave their desks for the time necessary to take required training.

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8. Quotas System

Some discussion took place with respect to a new quotas system which had been developed by DD/P Admin Training Officer for each of the divisions within DD/P.

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9. Inspector General's Report

Mr. Baird very briefly discussed the Inspector General's report concerning the Office of Training, stating that he noted that a copy had been sent to DD/P and that [REDACTED] as Chairman, Clandestine Services Training Committee, might request this copy for information if he so desired.

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10. JOT Program

The Committee discussed the effectiveness of the JOT Program. Specific examples were cited of the interest shown by various components of DD/P in acquiring and using JOT's. Mr. Baird stated that he considered it essential that the offices who had acquired JOT's on OTR slots establish a definite time prior to the completion of the two-year period when a decision will be reached concerning the absorption of the JOT into the using office. If the JOT is not to be assigned permanently at the completion of his first two-year period, then it becomes necessary for OTR to make a decision as to whether he should be placed with some other office of the Agency, continued in JOT capacity for an additional period of time, or released for separation.

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A G E N D A

TRAINING OFFICERS MEETING

T h u r s d a y
22 Apr 54

1. Waivers and Exemptions
2. Investigative Techniques Course
3. Rotation of Clandestine Services Training Committee
Chairmanship [REDACTED]

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